



Pre-Bid Conference

RFP #150-09-101

- **FEDERAL ECONOMIC RECOVERY PROGRAM
AMERICAN REINVESTMENT AND RECOVERY ACT
PROGRAM SUPPORT SERVICES**





Solicitation Requirements

- Darfur Contracting Act of 2008
- DVBE



Darfur Contracting Act of 2008 Requirements

Attachment 2

YOUR PROPOSAL WILL BE DISQUALIFIED
UNLESS YOUR PROPOSAL INCLUDES THIS
FORM WITH EITHER PARAGRAPH # 1 OR # 2
INITIALED OR PARAGRAPH # 3 INITIALED AND
CERTIFIED.



Disabled Veteran Business Enterprise (DVBE) Requirements

Bidder shall commit to meet or exceed the DVBE participation requirements by either of the following methods:

Method A1 – Bidder is a Certified DVBE

Method A2 – Subcontractor is a certified DVBE and will receive at least 3% of the Agreement amount



DVBE, cont'd

- The DVBE Incentive Program gives a contractor an opportunity to improve their bid status based on the efforts attained from the DVBE Participation Program.



DVBE, cont'd

- The incentive computation is only applied after the evaluation process and only to responsible bidders. The incentive amount for proposals is as follows:
 - Participation of 3% - 4.99% = 1%
 - Participation of 5% or more = 2%



DVBE (cont'd)

A copy of an Agreement between the Contractor and the DVBE must be submitted prior to contract award. The Agreement may be in draft form but must show that the DVBE meets the Commercially Useful Function requirements as defined in the RFP.



Critical Dates and Deadlines

ACTIVITY	ACTION DATE
Deadline for Written Questions	December 4, 2009
Distribute Questions/Answers and Addenda (if any) to RFP	December 14, 2009
Deadline to Submit Proposals by 3:00 p.m.	January 5, 2010
Clarification Interviews (If necessary)	January 11 – 15, 2010
Notice of Proposed Award	January 22, 2010
Commission Business Meeting	February, 2010
Contract Start Date	March, 2010
Contract Termination Date	June, 2012



Volume 1, Administrative

Volume 1, Administrative Response

Cover Letter	
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Contractor Status Form	Attachment 1
Darfur Contracting Act Form	Attachment 2
Small Business Certification(s) of Prime and Subcontractors	If applicable
Completed Disabled Veteran Business Enterprise form	Attachment 3.3
Bidder Declaration form GSPD-05-105	Attachment 3.4
Contractor Certification Clauses	Attachment 4



Volume 2, Technical Response

Volume 1, Administrative Response

Approach to Tasks in Scope of Work	See Page 21
Team Organizational Structure	See Page 21
Project Team Experience and Qualifications	See Pages 21 and 22
Client References	Attachment 5



Contract Goals and Objectives

The purpose of this contract is to provide an organizational assessment of the Energy Commission's existing processes and procedures and to identify ways to strengthen controls to better manage and administer ARRA funds. Additionally, this contract will provide the expertise and resources to monitor and audit projects awarded with ARRA funds. And finally, this contract will assist the Energy Commission with communication efforts to federal, state, and local stakeholders.



Scope of Work

Four distinct tasks:

1. Identification of ARRA Program Considerations and Development of Management Strategy to Address Risk
2. Implementation of ARRA Fund Fraud, Waste and Abuse Prevention and Detection Practices
3. Program Support for Internal and External Communications
4. Contract Management



Monitoring, Verification, Evaluation and Reporting

The Energy Commission also plans to release a solicitation in the next few days to obtain contractor expertise with monitoring, verifying, and evaluating data collected and reported by ARRA-funded recipients. This effort will focus on the performance metrics of projects including energy savings, fossil fuel displacement, and greenhouse gas emission reductions.

Due to a possible conflict of interest, the contractor selected for the Program Support Services contract will not be eligible to bid for the Monitoring, Verification, Evaluation and Reporting contract. (The Monitoring, Verification, Evaluation and Reporting solicitation funding level is \$4.1 million)



Questions and Answers

Question and Answer Session



Contact Information

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